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Staff Senate Meeting Minutes

Staff Senate

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2009-07-09

## Minutes Staff Senate Meeting, July 9, 2009

University of Arkansas, Fayetteville. Staff Senate

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**Staff Senate Meeting Minutes**  
**Tuesday, July 9, 2009, 8:30 a.m.**  
**Courtyard Marriot (Retreat)**

**Members present:** Paul Bixby, Donnie Blagg, Kelly Carter, Jami Coker, Angela Davis, Cat Donnelly, Tonya Foster, George Fowler, Lisa Fry, Andy Gilbride, Gerald Golden, Angela Hand, Melynda Hart, Natalie Kramer, Lori Magar, April Martin, Andy Matthews, Javene Mounce, Eve Owens, Autumn Parker, Michele Payne, Valerie Robertson, Henry Rowe, Elizabeth Underwood, Eric Vaught, Trish Watkins

**Members absent:** Jeremy Battjes, Leanna Foshe, Barbara Taylor

**Guests present:** Linda Dizney, Sharon Gaber, David Gearhart, Kenley Haley, Karen Jennings, Tysen Kendig, Bruce McNully, Gary Smith, Susan Yell

- I. The meeting was called to order by Chair, Angela Hand at 8:35am.
- II. A motion was made seconded and approved to adopt the agenda as presented.
- III. A motion was made seconded and approved to accept the meeting minutes with corrections.  
Correction includes VII change Eric Fowler to George Fowler.
- IV. Staff Senate introductions and overview – Angela Hand; Staff Senators present introduced themselves. Angela gave an overview of the Staff Senate.
- V. Tysen Kendig presentation on University Relations; Tysen spoke to Staff Senate on University Relations.
  1. The priorities of University Relations are
    - a. To establish a centralized, institutional marketing strategy and program.
    - b. Reorganize University –wide communications.
    - c. Expand and enhance communications technology services.
    - d. Increase the visibility of science and research endeavors.
    - e. Launch new communications outreach initiatives.
    - f. Improve the physical operating space for University Relations.
    - g. Further position University Relations externally and internally.
  2. University Relations will use GSD&M – Idea City, a marketing firm, to help with marketing the University.
  3. University Relations will expand its video productions by providing video services to the departments within the University.
  4. College Town Profile booklets will be available on the web along with copies of the campus guides, which could be given to prospective new employees and students. This booklet is information on the University and the city of Fayetteville and surrounding cities.

5. RazAlert-If you are a student or member of the faculty/staff will receive an alert in your email, voice mail, and sms text messaging in cases of inclement weather, hazardous conditions on campus, or any other types of campus wide incident.
  6. Coming Attractions – The department is planning on revamping the daily headlines, having mobile applications, and giving the Chancellor an annual report.
  7. Staff Senate Scholarship Fundraiser – Each staff member wearing jeans today had donated \$3 toward the scholarship.
- VI. Presentation on Staff Senate Website – Donnie Blagg; Donnie spoke to Staff Senate regarding the new website.
- VII. Presentation on SharePoint – Angela Hand; Angela gave each senator a SharePoint overview form.
- VIII. Presentation from Provost Sharon Gaber; Provost Sharon Gaber spoke to Staff Senate regarding the changes in Student Affairs.
- IX. Recognition of Staff Senate Scholarships recipients – Teresa Scott & Provost Gaber; The winners of the Staff Senate Scholarships were recognized.
- X. Announcements – Gary Smith
1. Transit, Parking and Traffic currently considering the proposed bicycle policy.
    - a. Requires bicycle registration
    - b. Limits bike parking to loops/racks and areas where they do not block pedestrian pathways, building access or create safety hazards and do not damage campus facilities
    - c. Allows bike parking in private offices
    - d. Will begin with very lenient enforcement and increase as more bike parking locations are installed
  2. Nanoscience Project
    - e. Lot 16 and the north two-thirds of lot 70 will close on Monday morning July 20. The remaining Faculty/Staff spaces in lot 70 will be changed to Reserved. Twelve Reserved spaces are being changed to motorcycle and scooter parking. This will result in a net gain in Reserved parking of about 26 spaces.
    - f. Dickson Street will remain closed through August 23. It will be open the first day of class.
    - g. Change lot 55 from Resident Reserved to Faculty/Staff at the beginning of the semester. Will evaluate usage and may change some spaces back to Resident Reserved.
    - h. Razorback Transit Route 56 will be changed to serve lot 55 to help transport the employees, displaced by the Nanoscience project, from lot 55 to the southeast side of campus.
    - i. Lot 19, south of Physics, will not reopen for another 18 months
  3. Resident Reserved parking regulations resume on August 24. Residence Hall move-in the week before classes start. Rock Camp students here on August 12.
  4. Parking lot designation changes, in addition to lots 70 and 55:
    - a. Lot 15A, east side of Phoenix House, from Student to Faculty/Staff
    - b. Lot 58, Stadium Drive, north end, 21 spaces from Resident Reserved to Faculty/Staff
  5. Locking permit holders – available for motorcycle, convertible and bike permit holders. Cost \$16 each. Allows Faculty/Staff permit to be used on motorcycles without the need to

purchase a motorcycle permit. Also, can be used in convertibles to prevent permit theft and on motorcycles to use one permit on multiple motorcycles.

6. Additional motorcycle and scooter parking in lot 50, east of Brough Commons and Humphreys Hall and south of Yocum Hall; lot 71, southwest of the Dickson Street Annex; lot 37, north of NWQ; lot 41, north of Reid Hall; lot 22, northeast corner of Walton Hall
7. Two charter buses to be on campus around August 1<sup>st</sup>. These will be available for departmental charters.
8. Adding a bus stop on Hill Street at MLK Blvd. to serve Hill Place apartments.
9. Summer maintenance in lots 17, southeast of Physics; 56, south of the Gardens; and 67, west of HPER.

XI. Presentation from Chancellor Gearhart; Chancellor Gearhart gave an overview of the state of the University.

1. The University lost \$350,000 permanent money to gain temporary money from the state.
2. Deferred Maintenance Plan – The University will refurbish a number of buildings on campus and classrooms. The University will raise private funds to fund this and will use the some of the \$60 million the UA would have used to purchase Fayetteville High School.
3. The University didn't raise tuition for Fall 2009 but will raise facility fees.
4. Administrative Changes – Sharon Gaber was named Provost and Vice Chancellor for Academic Affairs. Charles Robinson was named Chief Diversity Officer and Suzanne McCray was named Vice-Provost for Enrollment Management.
5. Veteran's Affairs resource and Management Center received a grant from the Tillman Foundation for veterans to received scholarships.

XII. Overview of Standing and Ad-Hoc Committees

- A. Special Events – Michele Payne; The Committee coordinate the Employee Picnic and Vendor fair and the Health and Benefits Fair.
- B. Elections – Paul Bixby; All new members are on the Committee.
- C. Scholarship – Leanna Foshe; Not present
- D. Finance – Elizabeth Underwood; The Finance Committee will remind all committees to turn in receipts, prepare the budget, and give monthly reports.
- E. Legislative – Jeremy Battjes; Not present. Elizabeth Underwood reported the Committee sponsored a Legislative Forum in the Fall 2008 and met with the legislators in the Spring in Little Rock.
- F. Awards – Melynda Hart; The Committee will administer and will give out the Team and Part-time employee awards.
- G. Parking and Transit – Henry Rowe; The Committee developed the Bicycle Policy Resolution to give to the University's Transit and Parking Department Committee and worked with the Transit and Parking Department to come up with parking permits for people who work second shift.
- H. Safety – Cat Donnelly; The Committee is committed to be aware of safety issues on campus. The committee is currently working on the 1<sup>st</sup> Responder Program.

- I. Internal Affairs – Andy Gilbride; Angela Hand reported the Committee worked on the following issues:
  - 1. Smoking Policy
  - 2. Inclement Weather policy
  - 3. Tuition
- J. Employee of the Quarter – Lisa Frye; The committee will recognize winners of the Employees of the quarter and Employee s of the Year.
- K. Bylaws – Angela Hand; The Committee will review the bylaws of the Staff Senate.

XIII. Old Business – None

XIV. New Business

- A. 1<sup>st</sup> Bylaws reading for Part-Time Employee Award – Paul Bixby
- B. Elect Finance Committee members for 2009/10 – Angela Hand; A motion was made, seconded and approved to open nominations for Finance Committee members.
  - 1. Paul Bixby and George Fowler were both nominated to be on the committee for two years and Melynda Hart and Eva Owens were nominated to be on the committee for one year.
  - 2. A motion was made, seconded, and approved to close nominations for Finance Committee members and to vote by acclamation to elect Paul Bixby and George Fowler to the Finance Committee.
  - 3. After voting, the third member of Finance Committee will be Eve Owens.
- C. “Around the Senate”
  - 1. July 21, 2009 at 5:30pm is the Celebrations of the Razorback at the Walton Arts Center.

XV. Panel discussion of the History of Staff Senate – Paul Bixby, Bruce McNully, Kenley Haley, Karen Jennings, Linda Dizney; Former Staff Senate chairs spoke to Staff Senate.

XVI. Other Business

- A. Paul Bixby recognized Michele Payne for being the Secretary of Staff Senate for the past two years.
- B. Angela Hand recognized Paul Bixby for being Chair of Staff Senate for the past year.

Meeting adjourned at 4:22pm

Respectfully Submitted,

Angela Davis